

**SAN BERNARDINO COUNTY
WORKFORCE INVESTMENT BOARD
GENERAL MEMBERSHIP MEETING
AGENDA**

**Meeting Location:
WIB Meeting Room
215 N. D Street, Suite 201
San Bernardino CA 92415-0041
Monday, July 7, 2008
4:00 p.m.**

Conflict of Interest Advisement

WIB members please be advised: If an item on the meeting agenda relates to the provision of services by you, your immediate family, the entity you represent, or any person who has made \$250 in campaign contributions to you during the last 12 months, or if approval or disapproval of an agenda item would have a foreseeable material affect on an economic interest of you, your immediate family, or the entity you represent, [then please follow these procedures:](#)

"When the agenda item is first introduced, please immediately announce that you are recusing yourself from participating in the agenda item, and then refrain from discussing, voting on, or otherwise influencing the WIB's consideration of the agenda item."

Public Participation Advisement

For members of the public, if you wish to address the WIB concerning any matter on the agenda, please fill out a speaker card located near the entrance to the room indicating your name and the item on which you would like to speak, and provide the card to our clerk, Stephanie Soto. When the agenda item is presented to the Board, you will be provided an opportunity to speak. If you wish to address the WIB on a matter that is not on the agenda but is within the WIB's jurisdiction, please fill out a card with your name and the nature of the matter, and an opportunity will be provided toward the end of the meeting for your comments. Due to time constraints, the chairperson may impose time limits on all speakers addressing the WIB.

1. Call to Order/Pledge of Allegiance/WIB and Staff Introductions
2. **SPECIAL PRESENTATION**
 - (a) Manufacturer's Council/CSI Program

3. Chairman's Update

APPROVAL ITEM

4. Approve Minutes of [March 10, 2008](#) and [May 7, 2008](#).

CONSENT CALENDAR

*The following consent items are expected to be routine and non-controversial and will be acted upon by the Board under **ACTION ON CONSENT CALENDAR - ITEM 10** unless the Board directs that an item be held for further discussion under **DEFERRED ITEMS - ITEM 11**. Persons wishing to address the consent items or have them held for further discussion, continued, or taken off calendar, should address the Board under **ACTION ON CONSENT CALENDAR - ITEM 10**.*

5. Appoint Rick Purper to the Youth Council as a Labor Organization representative.
6. Appoint Kathy Dutton to the Youth Council as an Educational representative.
7. Approve local policy on referring qualified customers directly to training.

8. Recommend approval of San Bernardino County contracting with Desmond McLeish, Inc., in the amount of \$68,000 to assist the Workforce Investment Board (WIB) and its staff in developing and implementing an ongoing public relations program, from July 1, 2008 to June 30, 2009.
9. Approve funding up to \$100,000 per year for 2 years for Alliance for Education WIA Youth liaison activities pending a negotiated contract.

DISCUSSION CALENDAR

10. Action on Consent Calendar
11. Deferred Items
12. Nomination of WIB Officers
13. Approve amendment to the Workforce Investment Board and Youth Council Bylaws.

COMMITTEE REPORTS

14. Fiscal Committee – John Gibson, Chairman
15. Business Resources Ad-Hoc Committee, Phil Cothran, Chairman
16. Youth Council – Curt Hagman, Chairman
17. Contracts/Performance/Policy/Procedures Committee – Bob Lemley, Chairman
18. Economic Development Committee – John Lewis, Chairman

COUNTY REPORT

PUBLIC COMMENTS

21. **ADJOURNMENT** -- The next WIB General Membership Meeting will be held as a special meeting on **Monday, September 8, 2008, 4:00 p.m., 215 N. D Street, Suite 201, San Bernardino.**

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The Workforce Investment Board meeting facility is accessible to persons with disabilities. If assistive listening devices or other auxiliary aids or services are needed in order to participate in the public meeting, requests should be made through the Staff Aide at least three (3) business days prior to the Board meeting. The Staff Aide's telephone number is (909) 387-9886 and the office is located at 215 N. D Street, Suite 301, San Bernardino, CA. California Relay Service 711.

In conformity with Government Code Section 54957.5, any writing that is a public record, that relates to an item listed on this agenda, and that will be distributed to all or a majority of Workforce Investment Board members less than seventy-two (72) hours prior to the meeting for which this agenda relates, will be available for public inspection at the time the writing is distributed. This inspection may be made at the office of the Workforce Development Department, 215 N. D Street, Suite 301, San Bernardino, California 92415-0041, or during the meeting in Suite 201 at the same address.

**This WIA Title-I financially assisted program or activity is an equal opportunity employer/program.
Auxiliary aids and services are available upon request to individuals with disabilities.**

**San Bernardino County
Workforce Investment Board
Agenda Item**

MEETING DATE: July 7, 2008

ITEM: #5

SUBJECT: Youth Council Appointment

PRESENTED BY: Curt Hagman, Youth Council Chairman

CONSENT X

DISCUSSION _____

INFORMATION _____

RECOMMENDATION: Appoint Rick Purper to the Youth Council as a Labor Organization representative.

Appointee Information:

Name: Rick Purper

Address: Joint Electrical Apprenticeship with the
International Brotherhood of Electrical Workers
1855 Business Center Drive
San Bernardino CA 92408

Telephone: (909) 890-1703

Replaces: Phil Eckert

Date Posted or Expired: 1/31/08

Term of Appointment: Unexpired Term ending 1/31/2010

WIB Action: _____

MOTION: _____

SECOND: _____

AYES: _____ **NOES:** _____

DATE July 7, 2008 **ITEM** #5

**San Bernardino County
Workforce Investment Board
Agenda Item**

MEETING DATE: July 7, 2008

ITEM: #6

SUBJECT: Youth Council Appointment

PRESENTED BY: Curt Hagman, Youth Council Chairman

CONSENT X

DISCUSSION _____

INFORMATION _____

RECOMMENDATION: Appoint Kathy Dutton to the Youth Council as an Educational representative.

Appointee Information:

Name: Kathy Dutton
Address: Chaffey College
5885 Haven Avenue
Rancho Cucamonga CA 91737
Telephone: (909) 941-2730

Replaces: Jamie Beck

Date Posted or Expired: 1/31/08

Term of Appointment: Unexpired Term ending 1/31/2010

WIB Action: _____

MOTION: _____

SECOND: _____

AYES: _____ **NOES:** _____

DATE July 7, 2008 **ITEM** #6

**San Bernardino County
Workforce Investment Board
Agenda Item**

MEETING DATE: July 7, 2008
ITEM: 7
SUBJECT: Referral to Training Policy
PRESENTED BY: Sandy Harmsen, Department of Workforce Development
CONSENT X **ACTION** **INFORMATION**

RECOMMENDATION: Approve local policy on referring qualified customers directly to training.

BACKGROUND: SB 293 was passed by the California State Senate on August 29, 2006 and became effective January 1, 2007. It amends and updates the California Unemployment Insurance Code (CUIC) by removing all reference to JTPA, and by adding new State and local level requirements pertaining to WIA policies and procedures.

The EDD Workforce Services Division (WSD) has since issued two WIA Directives, WIAD06-17 and WIAD06-21, identifying and providing guidance for the implementation of SB293, specifically CUIC Section 14230(d). Both Directives state in part that, "Each local board shall develop a policy for identifying individuals who, because of their skills or experience, should be referred immediately to training services. This policy, along with the methods for referral of individuals between the one-stop operators and the one-stop partners for appropriate services and activities, shall be contained in the memorandum of understanding between the local board and the one-stop partners."

REVIEWED BY OTHERS: This item was approved by the Contracts/Performance/Policy/Procedures Committee on May 21, 2008.

ATTACHMENTS: [Referral to Training Local WIA Policy](#)

WIB Action: _____

MOTION: _____

SECOND: _____

AYES: _____ NOES: _____

DATE July 7, 2008 ITEM #7

**San Bernardino County
Workforce Investment Board
Agenda Item**

MEETING DATE: July 7, 2008

ITEM: 8

SUBJECT: Professional Communications/Media Coordination Services

PRESENTED BY: Sandy Harmsen, Department of Workforce Development

CONSENT X **ACTION** **INFORMATION**

RECOMMENDATION: Recommend approval of San Bernardino County contracting with Desmond McLeish, Inc., in the amount of \$68,000 to assist the Workforce Investment Board (WIB) and its staff in developing and implementing an ongoing public relations program, from July 1, 2008 to June 30, 2009.

BACKGROUND: On March 10, 2008, the WIB recommended issuance of a Request for Qualifications (RFQ) for professional communications and media coordination services. The RFQ was sent to ten (10) companies listed with the Purchasing Department as potential vendors to the County for these types of services. Of the four (4) firms that responded, two (2) declined to submit responses. On June 18, 2008, Desmond McLeish, Inc. and The Altek Media Group were given the opportunity to make a presentation to the WIB Executive Committee. Each presenter was evaluated on their proposal and presentation based upon their technical qualifications, knowledge of the Workforce Investment Act and its programs, and proposed cost for services. The firm of Desmond McLeish was selected and recommended to the full WIB as the most qualified to provide the media services.

WIB Action: _____

MOTION: _____

SECOND: _____

AYES: _____ NOES: _____

DATE July 7, 2008

ITEM #8

**San Bernardino County
Workforce Investment Board
Agenda Item**

MEETING DATE: July 7, 2008

ITEM: 9

SUBJECT: WIA Youth Liaison Activities

PRESENTED BY: Sandy Harmsen, Department of Workforce Development

CONSENT X **ACTION** **INFORMATION**

RECOMMENDATION: Approve funding up to \$100,000 per year for 2 years for Alliance for Education WIA Youth liaison activities pending a negotiated contract.

BACKGROUND: The Alliance for Education is a San Bernardino County partnership with business, labor, government, community and education to align common goals in order to produce an educated and skilled community. Currently, over 800 youth are receiving employment and training services through fourteen (14) San Bernardino County WIA Youth Service Providers. The Youth Providers and Youth Participants need assistance to transition the youth to employment in the demand industries. In response to an unsolicited proposal from the Alliance for Education, the Youth Council passed the above recommendation on June 18, 2008.

Approval of this item will authorize WDD staff to negotiate a contract with the Alliance for Education to provide staff and resources to connect WIA Youth Providers and Youth Participants with vocational training and work experience that will result in employment in demand industries (transportation/logistics, health care, manufacturing and aviation/aerospace). Funding for the two-year contract will not exceed \$100,000 per year.

WIB Action: _____

MOTION: _____

SECOND: _____

AYES: _____ NOES: _____

DATE July 7, 2008

ITEM #9

**San Bernardino County
Workforce Investment Board
Agenda Item**

MEETING DATE: July 7, 2008

ITEM: 13

SUBJECT: Amendment to WIB and Youth Council Bylaws

PRESENTED BY: Sandy Harmsen, Director, Department of Workforce Development

CONSENT ____ **DISCUSSION** **X** **INFORMATION** ____

RECOMMENDATION: Approve amendment to the Workforce Investment Board and Youth Council Bylaws.

BACKGROUND: Recommended changes to the WIB/YC Bylaws were presented to the WIB General Membership at the October 2, 2006 meeting for review and discussion. At that time the WIB requested that the Executive Committee review Article VI regarding quorum issues and forward the Executive Committee's recommendations for changes to the full WIB General Membership.

ATTACHMENT:

1. [Amendment to WIB and Youth Council Bylaws](#)

WIB Action: _____

MOTION: _____

SECOND: _____

AYES: _____ *NOES:* _____

DATE July 7, 2008 *ITEM* #13